

Finance Committee Minutes

March 29th 2012

The minutes for March 22nd were distributed at 7:00PM. The meeting was called to order at 7:05PM with Mr. David Herrick presiding, Ms. Pat Mielke, Mr. Bill Hattendorf, Mr. Burt Imberman and Mrs. Prudence Spaulding present. Guests included Ms. Maureen Guidi, Mr. Joseph Krejci, Mr. Neil Crawford and Mr. Michael Skorput.

The minutes for March 22nd were approved as read, Ms. Mielke 1st, Mr. Hattendorf 2nd passed unanimously.

Regarding the New Marlborough Rescue Salary Account, Mr. Imberman asked how many hours would be expected to be worked and how that number was achieved. Mr. Crawford stated that Ms. Guidi would probably spend between 8 – 10 hours per week doing the necessary paper work for the ambulance service, some of which was work specified by the Commonwealth of Massachusetts. The salary will be paid monthly (on the fourth Thursday of each month) is not dependent of specific number of hours. Mrs. Spaulding asked if Ms. Guidi planned to have at least one designated hour each week when she would be available to receive calls, and she said she would not. She can be reached by telephoning 229-8100 and leaving a message on her answering machine.

Rescue
New Marlborough Salary Account [60291.78] (\$3000) now requesting {\$6300} Mr. Hattendorf 1st, Ms. Mielke 2nd passed with Mr. Herrick recusing. Ms. Guidi, Mr. Krejci and Mr. Crawford left the meeting at this time.

The three salaries, namely the **Town Clerk**, the **Clerical** position and the **Administrative Assistant** were then discussed at some length.

The **Town Clerk [10116.00]** (\$11,258) now requesting {\$19,251} is an elected position which means it is not a position that is supervised by anyone other than the voters. Up to the present time the Town Clerk has been performing the duties of the position while also providing clerical duties for the Administrative Assistant. Though the numbers of hours are not specific she has dealt with the public demands during the normal daily office hours she has been providing clerical assistance to the Administrative Assistant. The two salaries have during the past year totaled \$33,862. The selectmen decided to reduce the hours formally that she spent on clerical duties and increased the hours she would spend doing the Town Clerk's activities, and thus the increase of \$7,993 is reflected in the Town's Clerk's Salary and the decrease of \$7,136 is reflected in the Clerical Salary. Some of the members of the Finance Committee were concerned that with this raise there would set a precedent and other elected officials might expect a similar raise, or should someone else run and gain the office of Town Clerk the expected salary would then be \$19,251!

The Clerical Position [10192.02] (\$22,604) now requesting {\$15,446} shows the above discussed decrease.

To further aid the Administrative Assistant the selectmen propose to create a new position namely the Administrative Secretary [10129.01] (no previous salary since this is a new position) now requesting {\$15,000}.

The three positions were voted on as a unit with Mr. Imberman 1st, Mr. Hattendorf 2nd and passed unanimously with the provision that the selectmen make the Town Clerk's position an appointed position as soon as possible, noting that this would have to appear as a Warrant before the Town Meeting!

The Electricity for the Highway Department [20422.15] (\$5,500) now requesting {\$4,500} had somehow not been presented with the other highway budgets, and had come to the attention of the Finance Committee, the reduction was because the lights had been changed in the Highway Garage, thus saving power! Mr. Imberman 1st, Mrs. Spaulding 2nd passed unanimously.

Mr. Imberman then presented further research on the towns that had contributed to Berkshire South, these Town included Egremont, Monterey and Otis, but it was noted that none had given money in the year 2011. There was some question about the services that the town could expect for their donation and after some discussion the recommendation that the Finance Committee had made on February 16th 2012 to support Berkshire South was withdrawn, Mrs. Spaulding 1st, Mr. Hattendorf 2nd passed unanimously. A motion was then made not to recommend paying Berkshire South their requested amount with Mr. Herrick 1st and Mrs. Spaulding 2nd and passed with Mr. Imberman abstaining.

Mr. Herrick ordered Mrs. Spaulding to send a notice to all department heads requiring them to be present on Monday April 23rd at 7:00PM at the Town Hall to be available to answer questions from the public regarding the budget.

She will also be required to write a letter to the Selectmen advising them that the Finance Committee has approved the raise in the Town Clerk's Salary but that the position of the Town Clerk should be an appointed one rather than an elected position and that the change should be made as soon as possible.

The meeting adjourned at 8:00PM with no further meeting until the public meeting to be held in the Town Hall at 7:00PM on April 23rd when the budget will be presented to the citizens of new Marlborough.

Respectfully Submitted,

Prudence Spaulding, Secretary